



**Pittwater House**  
Parents' Association

# PHPA Clothing Pool

Parents Name: \_\_\_\_\_

Children's Name(s): \_\_\_\_\_ Year(s): \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PO # entered into system** \_\_\_\_\_ **CP fill in this line**

Item	Quantity	Size	Item	Quantity	Size
<b>Unisex Items</b>					
Tracksuit top			Tracksuit bottom		
Jumper			Sports s/s top		
Scarf			Sports shorts		
Rash vest			Sports cap		
Sports fleece			Sports bag		
Backpack			Library bag		
ECC tops			ECC bottoms		
Rain coat			Hat		
<b>College / Girls Items</b>					
College blazer *			Girls white s/s blouse		
Junior summer dress			Junior white l/s blouse		
Junior tartan tunic			Senior blue striped blouse		
Junior summer shorts			Navy senior skirt		
Navy winter trousers			Junior tartan skirt		
<b>Grammar / Boys items</b>					
Grammar blazer *			Short sleeve shirt		
Boys summer shorts			Long sleeve shirt		
Boys winter shorts			Boys long trousers		
Tie junior / senior stripe			Tie senior navy		

**\* Items must be dry cleaned**



**Pittwater House**  
**Parents' Association**

## How To Sell Second Hand Uniform Items

The PHPA generates funding to allocate to school improvements through the clothing pool, and is always appreciative of items that are sold, donated and purchased through the clothing pool. There are a number of important requirements to ensure that we are stocking and selling quality merchandise to our school families, as outlined below. We thank you for your support in following these requirements.

### What you need to do:

1. **Launder, iron or dry clean** all items you wish to sell. (Note: please check for grime, marks or stains and remove before submitting).
2. Blazers **must** be dry cleaned. If they are not dry cleaned a \$10 fee will be applied to do so at time of reimbursement.
3. Please complete this form and include it with your items.
4. Drop uniforms items with this form to the Clothing Pool.
5. Please keep your contact details up to date with the Clothing Pool, so that we can contact you.

### What will happen next?

1. Your items will be assessed for saleability, documented and tagged. If they are deemed unsuitable for resale they will be donated to a repurposing fabric program, unless you have requested they are returned to you.
2. Costs will be deducted from post sale payments for any items which need to be laundered, ironed or dry-cleaned prior to selling.
3. Items are sold for a fixed price which is approximately half of the new uniform price, these prices are available from the Clothing Pool if you need further information.
4. Once an item has been sold, you will receive 50% of the sale price, with the remaining 50% going to the PHPA.
5. Reimbursements are made to the seller at the end of each term.
6. The PHPA Treasurer will contact you for your bank account details to facilitate payment. You have 30 days to claim your payment otherwise it will be considered a donation.
7. Items that have not been sold within 12 months of being in the Clothing Pool will be considered a donation.
8. Uniform items that have been superseded by an updated style, and thus no longer able to be sold, will be donated to a fabric repurposing charity.

The PHPA Clothing Pool is located next to the Uniform Shop and can be accessed directly from the South Creek Road School car park. There is also an accessible entry via the ramp between the swimming pool and car park.

During term time, the Clothing Pool is open:

- Monday 12:30 - 1:30pm
- Tuesday 8:30 - 10:00am
- Wednesday 2:00 - 3:15pm

Email: [phpaclothingpool@tphs.edu.nsw.au](mailto:phpaclothingpool@tphs.edu.nsw.au)